



BOARD OF TRUSTEES AGENDA

Monday, October 19, 2015 at 4:00 p.m.

Bassett Auditorium at RMAC

100 W. 11th Street

Chair: Peggy Krantz

Members: Jamie Barnes, Rey Berrones, Donovan Fulkerson, Miranda Howe, Lorie Mitteer,
Pricilla Ornelas, Nanette Schumacher, Bill Siders, and De Angela Velasquez
Staff Coordinator: Laurie Rufe, Interim Museum Director

- A. Call to Order
- B. Roll Call
- C. Approval of Agenda (action item)
- D. Approval of Minutes (action item)
 - 1. Consider approval of the September 21, 2015 meeting minutes
- E. New Business
 - 1. Strategic Plan/Museum Vision (discussion item-Rufe)
 - 2. Airport Art (discussion Item- Krantz)
- F. Chair's remarks
- G. Membership/Event Report
- H. Director's Report
- I. Old Business
- J. Adjourn

Next Meeting: November 16, 2015

Notice of this meeting has been given to the public in compliance with Sections 10-15-1 through 10-15-4 NMSA 1978 and Resolution 15-56.

If you are an individual with a disability who is in need of a reader, amplifier, qualified sign language interpreter, or any other form of auxiliary aid or service to attend or participate in the hearing or meeting, please contact Human Resources at 575-624-6700 at least one week prior to the meeting or as soon as possible. Public documents including the agenda and minutes can be provided in various accessible formats. Please contact the City Clerk at 575-624-6700 if a summary or other type of accessible format is needed.

Printed and posted: 10/ 13 /15



MINUTES OF THE BOARD OF TRUSTEES
Monday, September 21, 2015

REGULAR MEETING AT 4:00 p.m.

CALL TO ORDER

The regular meeting of the Board of Trustees was called to order by Laurie Rufe, Interim Director, at 4:00 p.m. Ms. Rufe is acting as Chair for this meeting in the absence of a Chair.

ROLL CALL

The regular meeting of the Board of Trustees convened with members Jamie Barnes, Rey Berrones, Peggy Krantz, Lorie Mitteer, Bill Siders, Donovan Fulkerson, Nannette Schumacher, Pricilla Ornelas, and DeAngela Velasquez being present. A quorum was established.

Member absent: Miranda Howe

Staff present: Laurie Rufe Interim Director; Olga McGuire, Membership/Events Coordinator; Sara Woodbury, Curator of Collections and Exhibitions; and Laureta Huit, Registrar.

Guests present: Mayor Dennis Kintigh; Jonathan Phillips, City Director of Administrative Services; Cindy Torrez, RMAC Executive Director; and Larry Connolly, citizen.

APPROVAL OF AGENDA

Member Bill Siders, motioned to approve the agenda as presented. Member Rey Berrones was the second. A voice vote was unanimous and the motion passed.

APPROVAL OF MINUTES: September 21, 2015 Meeting

Member Lorie Mitteer, motioned to approve the minutes of the September 21, 2015 Meeting. Member Bill Siders was the second. A voice vote was unanimous and the motion passed.

NEW BUSINESS

ACTION ITEM:

Consider the approval of new Board of Trustee officers: Chair, Vice Chair, and Secretary / Treasurer. Nominations were open to the Board members. Member Lorie Mitteer opened the nomination of Chair by nominating member Peggy Krantz. Nomination was seconded by member Rey Berrones. A voice vote was unanimous and the motion passed. Member Velasquez motioned to nominate member Bill Siders for Vice Chair. Nomination was seconded by member Lorie Mitteer. A voice vote was unanimous and the motion passed. Member

Berrones motioned to nominate Donovan Fulkerson as Secretary /Treasurer. Nomination was seconded by member Bill Siders. A voice vote was unanimous and the motion passed.

DISCUSSION ITEM:

Ms. Laurie Rufe, Interim Director, gave a brief history of the Museum. Director Rufe stated an orientation for new Board members will be provided with a behind-the-scenes tour of the Museum to include a vault tour. Director Rufe invited other Board members to participate in the tour. Mr. Jonathan Phillips added the tour would be a great opportunity for board members who haven't gone through the orientation. Director Rufe provided new members with a board manual and facts and information on the Roswell Museum and Art Center's history.

CHAIRS REMARKS

Director Laurie Rufe, acting as Chair, reviewed the function of the board members as an Advisory Board to the City of Roswell. The City Council is the Board's governing body. Director Rufe advised the Board they are not to construct or conduct in any way. They are purely advisory. Director Rufe stated the Director leads the organization and is involved in human, financial, and physical structure management. The Director makes sure the Museum is in compliance with all laws and accreditation standards as outlined by the American Alliance of Museums. Director Rufe reviewed the Board's function to advise and make suggestions, especially in relation to the strategic planning process. The Board is involved in visioning and the big picture, not day-to-day management. The Board acts on new acquisitions, removal of collection items (deaccessioning), and approval of loans. Director Rufe discussed board functions such as volunteering for events, activities, and serving as advocates for the museum. Director Rufe also announced the resignation of member Melinda Gonzalez.

MEMBERSHIP AND ATTENDANCE REPORTS: For the Month of August 2015

Olga McGuire, Membership Coordinator, reported that attendance for the month was recorded at 3,089 total visitors including classes, planetarium, meetings, and tours.

DIRECTORS REPORT

Laurie Rufe, Interim Director, stated that Nick Frederic, Roswell Artist-in Residence fellow, is joining the staff as Preparator (preparing exhibitions), starting October 12. There has been a change in administration. Laurie Rufe will serve as Interim Director and will work with the management team of Sara Woodbury, Curator of Collections and Exhibitions, and Laureta Huit, Registrar, until a new Director is hired. Ms. Rufe stated the intent is to rebuild a healthy, productive environment for all staff, trustees, and the public. A set of core values and expectations have been provided to the staff including accountability, character, commitment, ethics, passion, respect, team work, and trustworthiness. Ms. Rufe has reinstated curatorial, staff, and security meetings.

OLD BUSINESS

None

ADJOURN

Member Berrones motioned to adjourn. Member Siders was the second. A voice vote was unanimous and the motion passed. The meeting adjourned at 4:52 p.m.

Respectfully Submitted
Olga McGuire, Membership/Event Coordinator

DRAFT

RMAC

ROSWELL MUSEUM AND ART CENTER

Director's Report to the RMAC Board of Trustees

October 19, 2015 Board Meeting

Submitted by: Laurie Rufe, Interim Executive Director

1. Art Block Party

The Art Block Party and Chalk Art Festival was a success with 2,775 people attending the event in total: 1,867 counted through the front and back patio doors, 56 volunteers assisting, 202 in the planetarium, and 650 as participants and spectators at the chalk art. Weather was great. The volunteers were awesome. Music and hands-on art was superb. Over 90 squares were created during the chalk art competition. An ad will run in the paper thanking all of the volunteers and donors.

2. Parade

The RMAC/Sidney Gutierrez float in the Eastern NM State Fair Parade won top honors and a very large trophy that will be placed at Sidney Gutierrez Middle School. The art car was decorated with self-portraits by Nancy Fleming's art students. Nancy and her students deserve the credit for making our parade entry a reality. Thanks also goes to Rudy's towing (for both art cars) and Chaves County Door and supply for hauling the parade art car.

3. Staff

Registrar Nick Frederick has started. Claudia Gurule has been hired as the full-time Museum Attendant I and Michelle Coombes has been promoted to Senior Security Officer. A part-time Museum Attendant is in the process of being hired.

Curator Sara Woodbury will be a speaker at the Southwest Art History Conference this week. Sara will also be a speaker at the Building Creative Communities Conference in Santa Fe in November, speaking on Peter Hurd, and a conference speaker at the Annual Meeting of the New Mexico Association of Museums – also in November.

4. Other Initiatives to Take Place in Upcoming Months

We are still working on remedying some problems with the website, including making changes to the Board listings and the Foundation page which has an error message. In the coming month I will be setting up task forces of staff and volunteers to address some of the problem areas within the museum – areas in need of massive cleaning, maintenance, and reorganization. Any Board members wishing to roll up their sleeves will be greatly appreciated.